



Instructions for Service Academy Application

1. **Application Form** – Complete Application form online, print and attach a 5x7 photograph. Your formal candidacy is established upon receipt of your completed application by Congressman Gibbs' Ashland Office. Please note that it is the responsibility of each applicant to initiate a pre-candidate file at each academy to which you are seeking a nomination.
2. **Recommendation Letters** – Candidates must submit four (4) recommendation letters. Two academic recommendations and two personal recommendations. For the academic letters, one (1) must come from a STEM (science, technology, engineering, mathematics) teacher(s). The other can be from a guidance counselor, or principal, etc. Then choose references such as a coach(s), employer(s) or religious community leader(s) etc. The recommendation form is attached. The Academy Selection Board will review only four (4) recommendations. All references should be from non-family members. See attachment #1.
3. **Academic Transcripts** – The official transcript must be in a sealed envelope. If you have already graduated from high school, in addition to your high school transcript, please provide your college transcript. Academic requirements will differ depending on the Academy. Generally, our academic requirements for applying are:
 - GPA: No minimum
 - SAT: 1100 and above
 - ACT: 23 and above
 - Be in the top 40% of graduating classIf you do not meet these requirements, we still encourage you to apply. Appointments are based on "whole person" evaluations in which take into account more than academics.
4. **Standardized Test Results** – Please include your ACT and/or SAT scores in your application packet. Scores that appear on official high school transcripts are acceptable.
5. **Candidate Fitness Test** – Please provide a copy of your CFT. Copies may be faxed or emailed to my office by academy representatives if you have taken the test at a Summer Seminar. If you did not attend a Summer Seminar, the test may be administered by liaison officers, your high school coach, or physical education teacher. Instructions for completion may be found on academy web sites. See attachment #2.
6. **Deadline** – Completed application packets must be received by Congressman Gibbs' Ashland office by October 11, 2019. No exceptions will be made.

Send all required information to:

Congressman Bob Gibbs
ATTN: Kyle Brooks
110 Cottage Street
Ashland, OH 44805



2019 Service Academy
Application Form
Congressman Bob Gibbs
110 Cottage Street
Ashland, OH 44804
419-207-0650

Tape Wallet Size
Photo Here

PERSONAL INFORMATION

Full Legal Name _____

Last 4 Digits of Social Security # _____

Permanent Address _____

City _____ State _____ 9 Digit Zip Code _____

Email Address _____

Best phone to be reached at _____ Are You a US Citizen? Yes _____ No _____

Date of Birth _____

Names of Parents/Guardians _____

County Where Candidate Resides _____

Mailing Address (if different than permanent) _____

Have you ever been charged with or convicted of a felony? Yes _____ No _____

If yes, please explain on a separate sheet of paper.

ACADEMIC INFORMATION

Currently Attending:

High School _____ Jr. College _____ 4-year College _____ Prep School _____

Name of High School _____ Date of Graduation _____

Name of College (if applicable) _____

Name of School Counselor _____

Grade Point Average – weighted _____ unweighted _____ Class Rank _____ of _____

SAT Scores V _____ M _____ W _____ ACT Scores E _____ M _____ R _____ Sc _____

ACADEMY PREFERENCES

Please rank your academies in order of preference. 1 being the most preferred, and 4 being the least preferred. **Please do not rank an academy unless you have applied or intend to apply with them.** Nominations are influenced by this ranking.

_____ US Air Force Academy

_____ US Naval Academy

_____ US Merchant Marine Academy

_____ US Military Academy

I am seeking the following additional nominations:

Presidential _____ Vice Presidential _____ Sen. Brown _____ Sen. Portman _____

EXTRACURRICULAR ACTIVITIES AND HONORS

Please Select All Applicable Activities

_____ Boys'/Girls' State

_____ Boys'/Girls' Nation

_____ Eagles Scout

_____ Boy Scout/Girl Scout

_____ Key Club

_____ National Honor Society

_____ President/Officer of Class

_____ President/Officer of Student Council

_____ President/Officer of School Club

_____ Academic Honors Club

_____ School Band/Chorus

_____ School Newspaper

_____ School Yearbook

_____ Junior ROTC Officer

_____ Debate Club

_____ Foreign Language

_____ Hours Worked per Week (after school)

_____ Hours Worked per Week (summer)

_____ Faith Based Organizations

_____ Civic Organizations

Please Fill In Any Applicable Sports and Check Appropriate Participation Level

Athletics

Varsity

JV

Club

You are also encouraged to include a list of honors and awards or any other information you feel is pertinent to your application. This should be no longer than two pages.

INTERVIEW SCHEDULE

Interviews with Congressman Gibbs' Academy Nomination Selection Committee will be conducted in November of 2019. If selected for an interview you will be contacted by mail with the interview day(s). You will be instructed to call my Ashland Office and will be given a list of interview times to choose from.

ESSAY

Please write an essay of approximately 500 words on influences in your life and characteristics you possess that will make you successful at a service academy. This is your opportunity to tell your personal story to Congressman Gibbs' and his Academy Selection Review Board on why you should be appointed to an academy. Please include it, **typed**, in your mailed application.

SIGNATURE

Please read the following statement before signing the application:

I understand that attending a service academy requires military service following graduation, and I am committed to that responsibility. I understand the rigors of attending a service academy and am committed to the standards that come with attending an Academy. I understand by completing the required documents it does not guarantee an interview. If selected for an interview, I understand I am not guaranteed a nomination. I understand that if I receive a nomination, I am not guaranteed an appointment. I understand that to be considered for a nomination all required documents must be complete and received by Congressman Gibbs' Ashland office by the application deadline. I understand and consent that information provided can be used by Congressman Gibbs' for, but not limited to, social media posts, and press releases.

Signature of Applicant

Date

PRE-APPLICATION CHECKLIST:

- ☐ Completed and Signed Application Form Packet
- ☐ Wallet Size Photo attached to Application Form
- ☐ Four Personal recommendation forms/letters
- ☐ High School Transcript, College Transcript (if applicable), SAT/ACT Scores, and Discipline Records
- ☐ Candidate Fitness Test
- ☐ Extra-Curricular Activities Sheet

The deadline for completed application packets is **October 11, 2019 at 4:00pm** at Congressman Gibbs' Ashland office. No exceptions will be made. Completed packets, including all attachments must be mailed to:

Congressman Bob Gibbs
ATTN: Kyle Brooks
110 Cottage Street
Ashland, OH 44805



Attachment #1 - Recommendation Form

This form is to be completed by a teacher, school counselor/principal, religious leader, community leader, or employer who is familiar with the applicant's desire to attend a military service academy and his/her relevant qualifications.

To the recommender: U.S. Service Academies provide a college education and training for students to become commissioned officers in the Armed Forces following graduation. The questions below are designed to provide the information necessary to select the best-qualified candidates. By law, all admissions materials must be shown to a student upon request. Each student must submit four (4) personal recommendation forms **and** letters, along with a complete application packet **by October 11, 2019**. Please keep this deadline in mind as you return this form/letter to the applicant, sealed in an envelope and signed across the flap. Please answer the questions truthfully while submitting the recommendation letter.

1. How long have you known the applicant and in what capacity?
2. Describe the applicant's talents, characteristics, strengths and leadership ability.
3. Does he/she possess the maturity to fulfill the commitments and obligations that accompany a service academy education?
4. How does the applicant handle challenging situations, criticism and/or failures?
5. Can you in good faith recommend the applicant to a Service Academy?

Please select the phrase that best applies to this applicant:

☐ Among some of the best young people I've
come to know

☐ Stands out in graduating class or peer group

☐ Has potential, but needs to be pushed to
complete tasks

☐ Could work harder, gets by because of
talents/intelligence

Your Name (Printed) _____ Date _____

Your Signature _____ Title _____

Mailing Address _____

Telephone # _____ Organization _____



Attachment #2 – Candidate Fitness Test

Take this worksheet with you when you complete your Candidate Fitness Test. Have the examiner fill in all the information on the form (and make sure he/she signs and dates the form). Your examiner should be your high school PE teacher or coach. If you are home-schooled you may use your PE teacher (if not your parent), your ROTC instructor (if applicable), or your Military Academy Admissions Liaison Officer. Include this completed form in your application packet, due on October 11, 2019. **NO FAMILY MEMBER MAY ADMINISTER THIS EXAMINATION.**

1. Basketball Throw: record three attempts to the nearest foot:
1st attempt (in feet) _____
2nd attempt (in feet) _____
3rd attempt (in feet) _____
2. Pull-Ups/Flexed Arm Hang - Men must complete the pull-ups. Women may complete EITHER the pull-ups or flexed arm hang:
Pull-Ups (number completed) _____
Flexed Arm Hang (women only, number of seconds) _____
3. Shuttle Run: Record two attempts to the nearest tenth of a second:
1st attempt (seconds : tenth of seconds) _____ : _____
2nd attempt (seconds : tenth of seconds) _____ : _____
4. Modified Sit-Ups (number completed) _____
5. Push-Ups (number completed) _____
6. One Mile Run (minutes : seconds) _____ : _____

Examiner Information:

Name and Title _____

Phone Number _____

Email Address _____

Remarks (any unusual circumstances) _____

Signature

Date